



**CERTIFIED PROFESSIONAL STAFF
CONSTITUENT MEETING MINUTES
August 12, 2016**

Attendees: Kenny Wilson (President), Chris DeGeare (Secretary), Diane Arnzen, Robert Brieler, Stephanie Cage, Terry Kite, Greg McVey, Dana Nevois
Guests:

Agenda Item	Discussions
I. Call to Order	The meeting was called to order at 1:00 p.m.
II. Leadership	Diane has stepped down from her role as President. Kenny, previously Vice-President, was promoted to President. Chris will maintain his role as Secretary. A Vice-President is needed for this year. If anyone is willing to serve, please contact Kenny or Chris.
III. Charge	Reviewed charge (represent members viewpoints and concerns, increase communication, professional development)
IV. Management Development Series (MDS)	Last year, the Certified Professional Staff Constituent meetings focused on professional development for the college "middle management." The MDS is now providing professional development for most of our constituents. The constituents discussed this and concluded that we would not focus on professional development this year.
V. Coffee Hour	Additionally, the constituents felt that monthly report-outs were unnecessary. Instead, the constituents discussed holding a coffee hour once in the fall and again in the spring. This would be an opportunity for networking and sharing of best practices. Topics may expand on those delivered in the MDS, or may be suggested by any certified staff member. All in attendance agreed. Kenny said he would email all certified staff to gain broader consensus.
VI. Adjournment	The meeting was adjourned at 1:20 p.m.